

CONFIDENTIAL

16 August 1951

MEMORANDUM FOR: [REDACTED]

25X1A9a

FROM :

SUBJECT : Report for Week of 13-18 August 1951

25X1A9a

1. At Mr. [REDACTED] request, stopped the flow of unclassified documents being sent to UTG/A from O/CD for training purposes. This arrangement was made when the organization was first started to provide material to be used in conjunction with their Reports and Digest Writing Course.

2. Coordinated with Mr. [REDACTED] on the use of the Recreation and Service Building Auditorium. It was decided that the best times to hold the Orientation Course would be as follows:

25X1A9a

Fourth Class 2-5 October 1951
Fifth Class 4-7 December 1951

These dates are apparently suitable to all concerned.

3. A list of suggestions having possible merit for the improvement of the orientation program has been compiled. These suggestions come mostly from the questionnaires handed in by those who attended the last course.

4. It has been decided to ask the speakers representing the operational Offices in the Orientation Course to comment in further detail on the part their Office would play in a comprehensive intelligence problem such as that presented by Mr. Kirkpatrick at the last course. In line with this idea, the statement of the problem has been transcribed from the recording and is now being edited prior to being approved by Mr. Kirkpatrick, reproduced and distributed.

25X1A9a

cc: [REDACTED]

25X1A9a

JOE NO. [REDACTED] BOX NO. [REDACTED] FLD NO. [REDACTED] DOC. NO. [REDACTED] NO CHANGE
IN CLASS/ DECLASS. CLASS CHANGED TO: IS S [REDACTED] JUST. 22
NEXT REV DATE 89 REV DATE 7974 REVIEWER 3293 TYPE DOC. 02
NO. PGS 1 CREATION DATE [REDACTED] ORG COMP 11 OPI 11 ORG CLASS C
REV CLASS 0 REV COORD. AUTH: HR 70-3

CONFIDENTIAL